

**MINUTES OF A REGULAR MEETING OF THE  
TORRANCE LIBRARY COMMISSION**

**1. CALL TO ORDER**

The Torrance Library Commission convened in a regular session at 7:02 p.m. on Monday, January 14, 2013 at Katy Geissert Civic Center Library.

**2. ROLL CALL**

Present: Commissioners Perkins\*, Ross, Stapleton,  
Wasserman, and Chairperson Sargent.

Absent: Commissioners Ravine and Wengrow.

Also Present: City Librarian Theyer.

\*Commissioner Perkins arrived at 7:08 p.m.

**MOTION:** Commissioner Ross moved to grant Commissioner Wengrow an excused absence for the January 14, 2013 Commission meeting. Commissioner Stapleton seconded the motion; a voice vote reflected unanimous approval.

It was noted that Commissioner Ravine was granted an excused absence for this meeting at the November 26, 2012 Commission meeting.

**3. FLAG SALUTE**

Commissioner Ross led the Pledge of Allegiance.

**4. AFFIDAVIT OF POSTING**

**MOTION:** Commissioner Stapleton, seconded by Commissioner Ross, moved to accept and file the report of the City Clerk on the posting of the agenda; a voice vote reflected unanimous approval.

**5. APPROVAL OF MINUTES**

**5A. LIBRARY COMMISSION MEETING OF NOVEMBER 26, 2012**

Commissioner Wasserman offered the following addition to the minutes: Page 3, Item 7B., paragraph 4, line 4: "A brief discussion centered on the possibility of the Law Library closing its Torrance branch."

Commissioner Sargent requested that the following be added to the minutes: Page 4, Item 10C.: "Chairperson Sargent stated that she attended the opening of the Stillman Sawyer Center of the Torrance Corps of the Salvation Army..."

**MOTION:** Commissioner Wasserman moved to approve the November 26, 2012 Library Commission meeting minutes as amended. Commissioner Ross seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

**6. NEW BUSINESS**

**6A. FRIENDS OF THE TORRANCE LIBRARY**

Secretary Teresa Covey announced a paperback book sale on January 19, 2013 from 9:00 a.m. to 4:00 p.m. at Katy Geissert.

**6B. YOUTH COUNCIL** No report.

**6C. RENEW MEMBERSHIPS IN CLA AND CPLA**

City Librarian Theyer requested that the Commission determine membership options for CLA and CPLA (formerly CALTAC) and vote to allocate the funds from the Library Commission budget.

**MOTION:** Commissioner Perkins moved to allocate funds from the Library Commission budget for all Commissioners for membership in the California Library Association (CLA) and California Public Library Advocates (CPLA). Commissioner Wasserman seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

**6D. ATTENDANCE AT SOUTHERN CPLA WORKSHOP, MARCH 2**

City Librarian Theyer requested that the Commission determine how many Commissioners are interested in attending the March 2, 2013 CPLA workshop at Whittier Public Library. She stated that the workshop, titled "Guerrilla Advocacy – It's A Jungle Out There," would be focusing on advocacy.

Commissioner Stapleton highly recommended that Commissioners attend; Chairperson Sargent indicated that she could go and Commissioner Wasserman stated that he might also be able to attend.

**MOTION:** Commissioner Stapleton moved to approve funds for registration and mileage for up to three Commissioners to attend the March 2, 2013 CPLA workshop. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

**6E. ATTENDANCE AT DAYS IN THE DISTRICT, FEBRUARY**

City Librarian Theyer reported that CLA has scheduled Days in the District on Fridays throughout February 2013 that would provide an opportunity to advocate for the Library at local offices of the State legislators who represent Torrance. She stated that she is awaiting information on making appointments and would contact interested Commissioners as appointments become available.

Commissioners Ross, Perkins, and Chairperson Sargent expressed interested in participating.

City Librarian Theyer informed the Commission that Governor Brown released his first 2013-14 State Budget on January 10, 2013 and distributed correspondence from Mike Dillon and Christina DiCaro, CLA Lobbyists. She announced that the Budget spares public libraries from any further reductions, has preserved the \$4.7 million for library funding, but pointed out that approximately \$15 million is necessary in order to receive full federal funding.

Commissioners briefly discussed writing letters in support of increasing the baseline funding and City Librarian Theyer offered to craft a letter and bring it back at the February 11 Commission meeting.

**MOTION:** Commissioner Wasserman moved for the Commission to again endeavor to advocate for the public library by writing letters to State legislators. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

#### **6F. BRANCH VISITS**

City Librarian Theyer presented a potential schedule for branch visits in 2013, starting with the March meeting and ending with the July meeting. She advised that, if the schedule is approved, she would prepare an item to go before City Council in February for their approval.

**MOTION:** Commissioner Ross moved to recommend approval of the schedule for branch visits in 2013 as presented. Commissioner Perkins seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Ravine and Wengrow).

#### **7. OLD BUSINESS**

##### **7A. COUNCIL/COMMISSION JOINT MEETING DEBRIEF**

Commissioners discussed the January 8, 2013 joint meeting with City Council and relayed several positive comments they received from Councilmembers.

Chairperson Sargent expressed her appreciation to Commissioners for their excellent presentations and to City Librarian Theyer for preparing the materials.

##### **7B. PODCASTING REPORT**

Commissioner Wasserman reported that the Podcasting Subcommittee now has several children's books and "bookends" prepared by City Librarian Theyer. He questioned if he should send the prototype podcast to the City Attorney's Office in case there are any copyright issues before moving forward, and Commissioners concurred that it would be advisable. He stated that the Commission could do 12 episodes with no difficulty in a few sessions and suggested encouraging Library staff and other City Commissioners to participate in the filming to make the podcasts more interesting.

He briefly discussed means of distribution, noting that YouTube is still the best platform for releasing podcasts. He received clarification from staff that the City has a YouTube channel and that a Library channel could be requested if they are working under the auspices of the Library. It was decided that they should look at the City's channel to determine the content and popularity before creating a separate Library channel.

Commissioners discussed frequency of podcast releases and City Librarian Theyer suggested releasing one per week during the summer season when youth are out of school.

Commissioners commended Commissioner Wasserman's brother for his editing skills.

Commissioner Ross stated that he plans to attend the January 16 Youth Council meeting and offered to inquire how they would like to participate. City Librarian Theyer volunteered to also go to the meeting and show them the podcast that was made.

The Commission was in recess from 7:53 to 8:08 p.m.

**8. COMMISSION LIAISON REPORTS**

**8A. TORRANCE PUBLIC LIBRARY FOUNDATION**

City Librarian Theyer reported that the Foundation is meeting on February 2, 2013 at 10:00 a.m. in the Polly Watts Story Theatre at Katy Geissert. Commissioners Wasserman, Perkins, and Stapleton indicated their interest in attending.

**8B. EDUCATION AND SCHOOL RELATIONS**

City Librarian Theyer reported that she attended the joint meeting of the Citizen Development and Enrichment Committee and TUSD regarding Homework Help services.

Commissioner Wasserman suggested outreach to PTAs in response to Mayor Scotto's challenge to attract more people to the Library.

**8C. LIBRARY CENTENNIAL COMMITTEE**

City Librarian Theyer reported that the Friends' \$12,000 donation supporting the Library's Century of Service, as well as their other donations for Youth Services programs and Summer Reading Program would be brought before City Council on February 5.

**9. MONTHLY DIVISION REPORT**

City Librarian Theyer noted that the Monthly Division Report was included in agenda materials. She informed Commissioners that Summer Reading Program would be seven weeks this summer and that more branch programming was being added. She announced that the Library officially launched e-books on January 14 and explained that a free app BLIO would need to be downloaded to check out an e-book. She stated that the Library is now on goodreads.com, a social network for readers.

In response to Commissioner Stapleton's inquiries, she stated that there are approximately 100 e-books in the collection, they cannot be renewed or put on hold, and return themselves on due dates.

**10. ORAL COMMUNICATIONS**

**10A.** Commissioner Wasserman stated that he has been putting up Library fliers at places such as Starbucks and Jamba Juice and announced that Senior Librarian Van Vranken was submitting an article for the West Torrance Homeowners Association newsletter.

**10B.** Commissioners and staff expressed appreciation to Commissioner Stapleton for her years of service on the Commission.

Commissioner Stapleton stated that it was a wonderful four years and a rewarding experience to be on a Commission where everyone was willing to work, participate, and get involved.

**10C.** Commissioner Perkins encouraged everyone to go to the Friends' paperback book sale on January 19.

**10D.** Chairperson Sargent stated that she enjoyed guitarist Doug McCloud and announced a January 16 Miracle of Living lecture.

**11. ITEMS FOR NEXT LIBRARY COMMISSION MEETING**

Items for the February 11, 2013 Library Commission meeting agenda were listed and include: Friends, Youth Council, liaison and outreach reports, State budget, podcasting update, advocacy letter, Library statistics, CPLA Workshop, and Day in the District.

**12. ADJOURNMENT**

**MOTION:** At 8:35 p.m., Commissioner Ross moved to adjourn the meeting to February 11, 2013 at 7:00 p.m. at the Katy Geissert Civic Center Library. Commissioner Stapleton seconded the motion and, hearing no objection, Chairperson Sargent so ordered.

Approved as Amended February 11, 2013 s/ Sue Herbers, City Clerk
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